

**WASHINGTON PARISH COUNCIL**  
**MINUTES OF THE MEETING HELD ON MONDAY**  
**MONDAY 1<sup>st</sup> MARCH 2010 AT 7.30pm IN THE VILLAGE HALL**

Present: Cllr L. Britt (Chairman), Cllr C.Beglan, Cllr T. Cook, Cllr N. Cooper, Cllr N Dore` (7.34pm), Cllr J. Henderson, Cllr R. Milner-Gulland (7.34pm), Cllr M. Turley (7.35pm), Clerk Mrs L Quirk. District Cllr R Dawe, (left 9.05), County Cllr F. Wilkinson (left 9.05). 1 member of the public. PC's Rolland (left 7.40pm)

27. **Apologies and Declarations of Interest**

Cllr Wilkins, Cllr Shaw – holiday. Cllr J. Davies – unwell. Cllr Turley had sent apologies prior to the meeting that he would be late.  
No declarations of interest were received.

28. **Minutes of the last meeting**

Minutes of the meeting held on 1st February 2010 were approved and signed.

**Public adjournment**

The Chairman adjourned the meeting to allow PC Rolland who had called into the meeting, to speak. He was attending to see if there were any current problems that needed dealing with. The chairman reported graffiti on the outside of the youth shelter, PC Rolland will investigate, it is sometime possible to identify graffiti and link it with a specific person, as they use the same or similar design. He reported that it had been quiet in the district locally, with not very much reported crime. The Chairman thanked him for attending.

**The Chairman reconvened the meeting**

29. **Matters arising**

149. **St Mary's Bridge** No. 1488 – Cllrs Cook and Cooper had a meeting with WSCC Engineer Will Green, regarding the A24 Bridge, follow up response received :-

*With regard to the above bridge I have arranged for a sign to be erected on each approach to the bridge that will advise horse riders to dismount when crossing the bridge, and will let you know timescales for this activity when I know more. On the matter of increasing the parapet height, I unfortunately must direct my resources at dealing with higher priorities/risks until a time when this bridge requires refurbishment when the parapets will be considered again. I have still to look in to providing infill panels on the parapets.* It was suggested by the Chairman, that once the signs had been installed that it would be helpful to have some form of mounting blocks at each end of the bridge, such as sections of tree trunks. Cllr Milner-Gulland asked if a sign restricting the speed of traffic could be erected. County Cllr Wilkinson said this would be a lengthy process, probably taking 3-4years, Cllr Cooper said that he thought this was actually a Bridleway and not Highway, Cllr Wilkinson will investigate this. Clerk to forward email to him.

151. **Beggars lane** - Clerk to make enquiries with Mr Baker one of the Church Wardens.

*The Chairman has subsequently spoken to Mr Baker who has confirmed that it does not belong to the Church. Clerk has therefore spoken to Richard James Senior Ranger SDJC and explained the situation, he has said that the Parish Council can install a handrail, subject to being aware that they will be responsible for maintenance and upkeep and any necessary liability insurance. Also that it should not obstruct the access to the field.* Estimate has been provided by Mr Pullen (see agenda item Finance) Chairman to liaise with Mr Pullen regarding installation.

20.3 **MWDF response to Background papers-** Planning Committee to form a response to be with WSCC by 26<sup>th</sup> February. Response was submitted to WSCC on 26<sup>th</sup> February.

- 20.4 Transport Plan questionnaire - The Chairman said there was only one area where she thought there needed an additional response in question 2, it was agreed to add in additional comments and that the questionnaire would be submitted to WSCC. *Submitted electronically*
- 20.5 EN/10/0037 - Tintells, Melrose Place Breach of condition 2 of DC/09/0334 re-matching materials to those of the existing and EN/10/0038 - Extension not in accordance with approval. Cllr Wilkins has been liaising with Beth Howland-Smith and Building Control who have both visited the site. The outcome reported to Cllr Wilkins by a neighbour is that the extension has been reduced to the approved height and the tiles removed, to be replaced with those approved, this also applies to the garage. Clerk to ask for confirmation from EN at HDC.
23. WSCC – R.O.W. - Cllr Davies gave an update from the last Footpath meeting, including an update she had seen in the County Times regarding the Rights Of Way issue with WSCC. *Emails have been forwarded from Amberley Parish Council to members. It appears that Cabinet Members Deborah Urquhart will not reconsider the decision taken earlier, for WSCC to take back the R.O.W. maintenance. PC has written to Henry Smith expressing concern about the lack of consultation and response from Deborah Urquhart.* Cllr Wilkinson said the reasons were that there was little democratic representation on the new Park Authority, which was a quango, no budget had been set, and the new Park Authority can precept WSCC once they are established and WSCC have no idea what this amount might be. There is also concern that a number of decisions will be taken out of local hands. County Cllr Wilkinson will speak to Deborah Urquhart regarding a response.

30. **Finance**

- 30.1 The following cheques are for approval:

Mrs S Muddle

Mrs L Quirk

BT Payment Services final bill £196.82

SCS new telephone supplier Feb bill £ 35.63

JRB Dog Gloves for waste bin £ 69.62

J. Pullen play area maintenance & new louvers bus shelter £ 388.68

- 30.2 Estimate maintenance – J Pullen

The fence by the playground needs 4 rails and a post approx £12 and the rails £7. So with the rail by the car park that approx £50. There are 3 broken slabs by the car park (1 is certainly a trip hazard). The slabs are approx £5 each. I think it will take about half a day to do the two jobs so total cost will be about £100

There is a missing rail along the path but the whole fence is fairly dilapidated so I would have thought it could wait until the whole fence collapses.

The seat needs bolting to 4 secured short posts. I would estimate no more than £50.

I'll investigate moss killers but I suspect a strong dose of Jayes fluid should do the trick.

The estimate was agreed for the remainder of the items not included in the maintenance payment above of £388.68.

- 30.3 Beggars lane –Mr Pullen had provided an estimate for the handrail:-

Rail 20m £40.19

Posts 11 £63.07

Fixings £15.00

Labour £120.00

£238.26

It was agreed subject to the Chairman liaising with Mr Pullen about the height of the posts to be used etc that the estimate be accepted.

- 30.4 1<sup>st</sup> Extn Graveyard grass cut - The estimates were considered by the Recreation Committee and the recommendation is that Howards Garden & Leisure estimate of 12 cuts £1140.00 + VAT be accepted. This would provide continuity and they would operate under their own

insurance. Cllr Beglan proposed and Cllr Henderson seconded that the recommendations of the Recreation Committee be accepted. A vote by a show of hands showed 6 for 2 abstained.

31. **Planning**

31.1 **New Applications:**

DC/10/0200 – Caladh, Rock Road Storrington- Create a separate driveway to store a touring caravan and 1.22m high gates.

DC/10/0320 - Woodlands Georges Lane- Raising of roof and enlargement of existing 3-bed detached bungalow to provide a 4-bedroom dwelling with rooms in roof space incorporating dormer windows and new porch

DC/10/0076 - Land To The Rear of Properties On The Northwest Side of Badgers Holt- Erect temporary prefabricated plastic sectional shed

DC/10/0321 - Hampers Cottage Hampers Lane - Surgery to 1 Beech (T1) and 2 x Oak (T2 and T3) trees.

Applications to be discussed at Planning Committee, as some have not yet been received and others only just received.

31.2 **Other**

31.2.1 **Kia- Washington Garage** – The Chairman reported on the meeting she and Cllr Cooper had attended with Gary Peck Planning Officer HDC and the garages agent, to discuss the implementation of the landscaping scheme. It had been agreed that the northern flank had been opened up out of proportion, with mature hedging being removed, the intention now is to lessen the visual impact this caused, with further planting. It was noted that the new owners of Dingley Dell next to the garage had planted trees on their side of the fence, which has softened the scheme, but further planting will be arranged further down towards the actual house.

31.2.2 **East Clayton Farm**- Cllr Cooper gave a report on the meeting he had with WSCC George Parker and the Lorica Agent Doug Sanders to discuss the visibility splays. It the reason for the delay in works starting was not known, WSCC have now written to Lorica telling the works should start forthwith, and requiring them to remove all of the fencing that is obscuring visibility. Lighting was also discussed; they have 28 days to commence work. When works are completed a safety audit is to be completed. Concern was expressed about the lights that are on at night, there are 3 lights 1 over the main door of the house and entrance, 2 on the eastern side, which cause a problem to traffic. The lights in the car park could be deflected if they either faced down or were partially covered to make them half moon, to stop them reflecting into the road.

31.2.3 **Wiston Estates Liaison** meeting Cllr Cooper reported on the meeting held on 23<sup>rd</sup> Feb 5.00pm. Cllr Cooper had compiled some notes following the meeting, which he circulated to members. Mr Trinick had asked if it were possible to do anything about the dead trees in the no through area in The Pike, near the entrance to Tilleys Cottage.

It was suggested that a liaison meeting be arrange with Biffa again, to look at the progress of the Windmill site.

32. **Correspondence**

1. **Revised Code of Conduct CRM:00047968** - Email previously circulated- from the Standards Board -We write to inform you that a new Code of Conduct for Members will not be laid during this Parliamentary session. Communities and Local Government have notified us that the Government is concentrating on financial instruments and so there will not be Parliamentary time available for the Code. In practice this means that a new Code will not now be laid until after a general election. We are aware that many of you have been eagerly awaiting a new Code and so we wanted to inform you of this latest development. Tim Leslie, Director of Regulation- Standards for England

2. Street Parking Working Group 2010- Email previously circulated from Daniela Miedzianowska Scrutiny & Committee Support Officer HDC- A Working Group has been set up at Horsham District Council, as part of the Scrutiny and Overview process, following a suggestion from Broadbridge Heath parish council, to review parking on pavements and verges in the Horsham District. The Working Group would like to hear if you have any experiences, thoughts or suggestions that might assist their review. Please find the Working Group's terms of reference attached. Please submit any comments to [scrutiny@horsham.gov.uk](mailto:scrutiny@horsham.gov.uk) and these will be reviewed and considered by the Members, and you may be invited to attend to talk to the Group about your experience. We look forward to hearing from you.
3. Diocese of Chichester- letter re installation of telegraph pole in the Church- Response to letter written by the Chairman, (in the absence of the Clerk) as agreed at the Planning Committee, objecting to additional telegraph pole being erected in the churchyard- Inviting photographs to be submitted showing the relevant aspect of the church so that they can determine the matter.
4. West Sussex Snow Summit – Email previously circulated - sent of behalf of Vanessa Adams head of resources and performance West Sussex County Council. You may have seen in the press or heard on the radio that the County Council is organising an event to discuss the impact of the recent severe winter weather on West Sussex and how we can do better together in the future. Unfortunately limitations of space preclude our extending invitations to everyone we would like to hear from. However we are very interested to hear any issues you may care to raise. May I therefore suggest the following routes for you to submit comments? Through your County Local Committee; Through the following dedicated email address: [snowquestions@westsussex.gov.uk](mailto:snowquestions@westsussex.gov.uk) By post to Mary Howick, Room 138, County Hall, Chichester, PO19 1RQ; or We understand that SALC is also inviting comments from parish and town councils on the snow , so if you have already engaged in this exercise please do not feel you need to repeat yourself. We are inviting SALC to attend the Summit and so your views will also be fed in through this route. For your information the event will take place at County Hall, 1.30 pm on 11<sup>th</sup> March. The event will be webcast, so if you are able and interested to do so you can see and hear the debate live. Access is via logging on to our main website ([www.westsussex.gov.uk](http://www.westsussex.gov.uk)). It will be available on the website for several months afterwards. The Summit will also result in a published report recommending how the authorities and agencies working in West Sussex can better tackle any future snow.
5. Harm Reduction Team - email previously circulated - Greg Charman Community Safety Manager, Horsham District Council. I would encourage you to circulate it amongst your networks. The (Terrorism) Prevent agenda features amongst other Harm Reduction topics being addressed by Horsham's Crime and Disorder Reduction Partnership and we are keen to ensure that as many organisations and partners have the chance to undertake this training. The Prevent Training Team, Community Safety Unit, West Sussex County Council are scheduling half day awareness raising training sessions throughout the region. The themed sessions are designed for groups and individuals from statutory and non-statutory organisations across West Sussex. **'Prevent'... What it means to West Sussex...** The attachments below provide a session brief and planned venue schedule. If you are interested in attending any of the training sessions please contact: [dee.mulley@westsussex.gov.uk](mailto:dee.mulley@westsussex.gov.uk) or telephone 01243 382919 confirming your session preference. Dates at Horsham 23<sup>rd</sup> March 9.30-12.30- 29<sup>th</sup> July 9.30-12.30.
6. Washington Photos- Jeremy Knight Horsham Museum, had been in contact, he has spoken to Gina Wilmshurst and thinks that the volunteers at the Museum could take on the copying of the photos, he needed a formal letter from the Parish Council requesting assistance from the Museum, which has been sent, he would now like to arrange a meeting with members to discuss the best way to preserve copies and also discuss the preservation, storage etc of the originals. He also indicated that he should be able to assist with the formation of the Scrap book that Gina Wilmshurst has approached the Parish Council about as well. He is on leave

- for the next 2 weeks but will make contact on his return. Cllr Turley and Cllr Wilkins have expressed an interest in attending a meeting.
7. Senior Persons Council – Email previously circulated- Clare Ebelewicz Youth and Older Persons Officer (Transport Solutions) I am writing to let you know that the Senior Persons Council (SPC) will be meeting in The Sandham Memorial Hall, Coldwaltham on Friday 5 March at 10.15 am and to extend an invitation from Barry Mursell, the Chairman of the SPC, for the Parish Council to send a representative to this meeting. On this occasion we shall be joined by Nick Herbert, MP, Arundel & South Downs. The Senior Persons' Council would also be grateful for any support the Parish Council could offer in promoting their work and in particular the next meeting, to older residents of your parish. I would be more than happy to send you a news article about the SPC as well as posters and flyers. The next meeting of the Senior Persons' Council is at 10.15am on Thursday 3 June at The Steyning Centre, Steyning. The meeting normally lasts 2 – 2½ hours. Any resident of the Horsham District aged over 50 is welcome to attend a meeting. (Further meetings are planned for 2010). 01403 215137
  8. Adopt a Kiosk - Further email received from BT circulated for information, as this was previously discussed at the time and members decided not to adopt the kiosk as it is Listed.:- We wrote to you last year to tell you about the adoption scheme for the red kiosks at 01903892211 O/S Bowleys The Street Washington Pulborough RH20 4AS Having listened to some of the feedback regarding the adoption scheme we would like to make you aware of a recent change to our policy which will make things even easier for you to take ownership of these kiosks should your parish wish to do so. The power to the kiosk will now remain connected with BT paying all bills in the short term. The power to the kiosk will be disconnected at some point, but again this will be at BT's expense and you will be contacted before this happens in case you wish to retain the power supply at your own expense. This does truly make the kiosk adoption scheme just £1 to take over the kiosk and to protect it from future removal plans. We provided you with kiosk usage figures and mobile coverage test results at the time we wrote to you, and your local authority has not objected to the removal of the telephone equipment from the kiosk, so the adoption can proceed as soon as possible if you wish to now take up this offer. Please accept our apologies if you have already accepted or rejected this offer, but in light of this policy change on power charges we are now contacting everyone again. Should you now wish to apply you can do so online at: [www.payphones.bt.com](http://www.payphones.bt.com) or email us at: [payphones@bt.com](mailto:payphones@bt.com) Andy Menzies.  
It was decided to ask for confirmation from BT that as the box was Listed that it would not be removed.
  9. HALC- Minutes circulated by email- Beverley Bell Secretary The response to the training survey was slightly disappointing, so the meeting decided to extend the closing date for entries until 31 March 2010. HALC would welcome all Parish Councillors and Clerks to complete the survey, and ask you to raise this at your next Council meeting. Here is the link for the trainingsurvey:  
<https://secure.westsussex.gov.uk/formbuilder/showForm.do?title=HALC%20Training%20Survey>
  10. SALC- Email circulated The result of the West Sussex South Downs National Park poll can be found on the bulletins page of our website. These results are a recommendation to the Secretary of State who will need to confirm the appointments.
  11. South Downs Campaign- Newsletter
  12. Police- poster come and meet you local officers Fire Station School Hill Storrington 11<sup>th</sup> March at 7.00pm Neighbourhood panel meeting.
  13. Mary Howe Trust Newsletter
  14. Sussex Review Spring 2010
  15. Horsham District Community Partnership – invite to Annual Conference- 24<sup>th</sup> March 4.30pm – 8.00pm Billingshurst Village Hall

33. **Reports and Recommendations from Committees**

- 33.1 Allocation of Committees to be considered for new Cllr Henderson. After further discussion it was decided that Cllr Henderson would join the Recreation Ground & Allotments Committee, and the Planning & Transport Committee.
- 33.2 Reports from other committees held had, where necessary, been dealt with under other agenda items.

34. **Local Issue including Maintenance**

- 34.1 The Chairman had taken photographs (which she handed round) of further tree etc cutting on the top of the bank along London Road, this was a continuing problem, as not only was it being cleared, but the trees were being left to fall onto the pavement and into the roadway. WSCC have confirmed that they have not been doing any works in the area. Clerk to send email to County Cllr Wilkinson who will investigate, as this is part of the same bank that has cause problems in The Street for some time.
- 34.2 Cllr Turley asked that HDC Enforcement be asked again to enforce the restoration of the bank in School Lane, that a resident cut through to access the rear of their property which is believed to be 6, Chanctonbury Close. This is in the Conservation area and is causing muddy water run off into School Lane.
- 34.3 Cllr Dore` asked where the boundary was for the village hall, as she thought that the pavement was the responsibility of the VHMC and not the Parish Council. It was suggested that the deeds would need to be checked for accuracy, but historically the VHMC had maintained the flower beds and the grass that immediately surrounded the hall, where it was not recreation ground.
- 34.4 Cllr Milner-Gulland referred to an email he had sent out regarding a village shop and the information he had obtained recently while at another meeting. The Chairman said that he may recall that a Committee was set up just a few years ago to try to take this idea forward, and that these options were explored at the time.

35. **Meetings Attended**

- 35.1 The Chairman gave an update on the Mobile Waste group meeting she had attended, which was thought to be the final one. There is now going to be a greener alternative than before, concentrating on garden waste and recyclables. HDC will be doing a press release which will be coming out soon and will be included in the next issue of the HDC newsletter. Restricted white goods will be collected, with the exception of fridges and TV monitors. There will be a container to collect garden waste, commencing on 1<sup>st</sup> April. Once every two months household waste will be taken.
- 35.2 Cllr Milner-Gulland attended the first of three meetings on the new National Park Authority; a paper will be released after the final meeting, which he will then circulate.

36. **Any Other Urgent Business**

None received.

37. **Date and Time of next meeting**

Members were asked to note that the scheduled date for the April meeting is 5<sup>th</sup>, is Easter Monday, the meeting will therefore be held on 12<sup>th</sup> April 2010. The notice has been amended on the noticeboards.  
Committee meetings to be held on 15<sup>th</sup> March 2010.

Meeting finished at 9.10pm.

Signed ..... Date 12<sup>th</sup> April 2010  
Chairman